

CONFIRMED MINUTES

BOARD MEETING



At the **Board Meeting (In Person)** on **14 Jan 2025** these minutes were **confirmed as presented**.

Name:	Archery New Zealand
Date:	Tuesday, 10 December 2024
Time:	7:30 pm to 10:58 pm (NZDT)
Location:	Online, https://meet.google.com/suv-eqmf-cfe
Board Members:	Cushla Matheson, Frasier Cho, Gordon Harris, Katherine Watson, Lauren Barnes, Melissa Soh-Newstead, Murray Prowse
Attendees:	Syan Armstrong
Guests/Notes:	Steph Macdonald (Tauranga Archers / AIMS Games)

1. Opening Meeting

1.1 Interests Register

1.2 Confirm Minutes

Board Meeting 12 Nov 2024, the minutes were confirmed with the following changes:

Accepted with minor change of Melissa Soh-Newstead's appointment noted as Deputy Chair of the Board

2. Approved Between Meetings

2.1 Between Meeting Decisions

No decisions recorded between meetings

3. Actions from Previous Meetings

3.1 Action List

Due Date	Action Title	Owner(s)
19 Nov 2024	Vote for audited accounts Status: In Progress	Katherine Watson
29 Nov 2024	Ryan, Fraser, Hamilton Shield - Longbow Inclusion Status: Completed on 22 Dec 2024	Cushla Matheson
29 Nov 2024	Junior Burton to be added to Shooting Rules Status: Completed on 10 Dec 2024	Katherine Watson

Due Date	Action Title	Owner(s)
10 Dec 2024	Review on proposed constitution process Status: Completed on 10 Dec 2024	Melissa Soh-Newstead
13 Dec 2024	Rules for U14 Clout Distance increase from 80m to 120m Status: Completed on 10 Dec 2024	Gordon Harris
30 Dec 2024	January Board Meeting - Agenda & Schedule Status: In Progress	Katherine Watson
12 Jan 2025	Organisational Committee to review Code of Conduct Status: In Progress	Katherine Watson
12 Jan 2025	Review of H&S Recommendations from outgoing H&S Advisor Status: In Progress	Katherine Watson
12 Jan 2025	Communicate name change for EDIJ Committee Status: Not Started	Katherine Watson
12 Jan 2025	Social Media Policy / Major Event Wording in relation to Member Protection Policy Status: In Progress	Katherine Watson
14 Jan 2025	Foundation Document for Strategic Goals Status: Completed on 13 Jan 2025	Lauren Barnes
14 Jan 2025	Exclusion of 2 Person Mixed Team Event at Outdoor Nationals 2025 Status: In Progress	Murray Prowse

4. Major Decisions and Discussions

4.1 AIMS games

AIMS (Association of Intermediate Middle Schooling) Games Introduction:

Steph MacDonald from Tauranga Archers & Jan Lees from Mountain Green (unfortunately unable to make the call) are driving the inclusion of archery at the AIMS Games for 2026. Both Steph and Jan have a connection with youth archery in the Bay of Plenty & Auckland areas.

About the Games:

The AIMS Games is a multi sport event held every year in Tauranga. The AIMS games started 20 years ago in association with a number of intermediate schools in the Bay of Plenty area. It is now one of Australasia's biggest junior sporting events, boasting a number of competitors each year rivalling that of the Commonwealth Games. Attendance also now includes attendance from many teams from around the Pacific region.

Two new sports have recently been included in the games - surfing & orienteering. Surfing is growing with 40 children competing in 2024 and orienteering, which included 200 children. The inclusion of Archery in the AIMS Games, will serve to provide further exposure and participation for the sport.

Further information about the AIMS Games can be found at: www.nzaimsgames.co.nz

About the Team:

There are a small number of full time staff for the AIMS Games working alongside Sport Bay of Plenty, Council & ACC among others partners.

AIMS administration completes applications for all sports, with applications due each June. AIMS comes with some funding, but may require further funding assistance.

AIMS Games Board Support Request:

Steph and Jan are seeking support from the Board to submit an application to include an archery category in the AIMS games for 2026. Requested support includes, but is not limited to:

- Advice for strategy, funding, tournament format, rules etc.
- Grant application assistance
- An archery club in BoP region capable of hosting an event

- Local Organising Committee & administrative support
- Officials - Judges & DoS
- Lights and other tournament day equipment

The application for inclusion at the AIMS Games is to be submitted by 3 March 2025. With the application, letter of support from Archery New Zealand is required. There are 22 eligibility criteria that require sign off as part of the application process including Health & Safety, equipment, officials, sales pitch etc.

Process/Questions from the Board:

Whilst the Board can provide initial support including an official letter of support, Finance & Risk Committee ongoing support with grant funding, there are a number of potential barriers to the inclusion of archery in the AIMS Games and the Board needs to be satisfied that any event bearing the Archery New Zealand brand can be adequately run.

There will need to be further work alongside Tauranga Archers (TGA) to be able to supply available officials, an LOC, lights/timing systems and relevant support. As a member of the Tauranga Archers, Board Member, Murray Prowse, can provide some further support in this area. Steph is willing to work with the TGA Committee to support any venue applications.

The application process and format of the competition will also need further analysis as there is sometimes resistance to the sport when there are number of 'unknowns'. The Board has raised some questions regarding the games application process - whether it is an individual application or through the school such as in the instance of College Sport. The rationale behind this is safety and competency of competitors. The Board notes that there may will need to be some form of verification of competency testing or proof of club membership to enable competitors to safely participate in the sport at the games, especially in instances where a member of a school is not a member of an archery club.

Other questions raised by the Board include the format of the competition and whether it will follow the World Archery formats for age groups or whether the AIMS Games will include distances outside of the WA bracket (again referring back to the current College Sport format. Any process for claiming records under the games will also need to be clarified.

Outcome:

The Board will likely support the inclusion of Archery in the AIMS Games, however this is subject to a number of criteria being met and is now an ongoing project. Steph and Jan will provide regular updates to the Board on their progress and required support.



Archery New Zealand Support for AIMS Games

Move to support proposal for AIMS Games 2026

Decision Date: 10 Dec 2024
Mover: Katherine Watson
Seconder: Cushla Matheson
Outcome: Approved



AIMS Games 2026 - Board Support

Board to notify outcome of discussion for AIMS Games Support - which is approved.

Due Date: 31 Dec 2024
Owner: Katherine Watson



AIMS Games 2026 - Archery Inclusion - Logistics

Ongoing work with Steph MacDonald, Jan Lees & TGA to support application for inclusion of Archery in AIMS Games 2026

- Competition format
- Application type (individual / school)
- Athlete competency
- Grants & funding
- Venue
- Equipment, H&S, Officials etc.
- Rules / Pins / Claiming

Due Date: 13 Jan 2025

Owners: Katherine Watson, Murray Prowse

4.2 Proposed Constitution and consultation process

The Board wishes to thank all members that reviewed the draft Constitution and provided feedback. Particularly members from the following clubs:

- Mana
- Mountain Green
- Dunedin
- Wairarapa
- Auckland
- Randwick
- Christchurch

There were many duplicated submissions, highlighting the concerns from the membership which the board paid particular attention to. Key discussion points included:

- Tikanga Māori and its intentions or use within the constitution versus adapting into ANZ rules.
- The alignment of the constitution with New Zealand laws.
- Inclusivity and diversity of the board, specifically around gender to align with Sport NZ's requirements to enact funding support.
- The definition of Archery New Zealand as recognised by the NZ Olympic Committee in comparison to NZFAA or other governing bodies for archery in NZ.
- Membership affiliation and its requirements.
- Life member nominations and selection process.
- Suspension and cessation of membership.
- The use of gender neutral language.
- Quorum for AGM remaining as is or whether another practice should be adopted.
- Elected and appointed board member appointment process.
- Nomination process at AGM.
- Collection of member information and its use.

The Board notes that not all proposals were accepted where they were already covered within the constitution, could be included under another existing structure such as the ANZ rules or were already aligned with or be in contravention of NZ legislation (such as the Privacy Act).

For proposals accepted by the Board, the constitution will be updated to reflect this and a vote will be put to members at a later date.



Constitution - Member Feedback

Board to accept a raft of proposals recommended by the membership and update constitution to reflect changes.

Decision Date: 10 Dec 2024

Mover: Katherine Watson

Outcome: Approved



Update Constitution with member feedback

To review comments from previous meeting and update constitution with accepted proposals.

Due Date: 13 Jan 2025

Owners: Katherine Watson, Melissa Soh-Newstead

4.3 2025 Olympic Solidarity Funding

Deferred to January in person meeting

5. Sub-Committees

5.1 FARC

Proposal for a resolution to make an application to Four Winds Foundation Limited for the following:

- 30x Kevlar Powerstops (Backstops)
- 250x Pigtail posts
- Safety tape

The application pertains to Outdoor Nationals 2025.

More information on what Four Winds do can be found at www.fourwindsfoundation.co.nz



Purchase of Kevlar Backstops - Application to Four Winds Foundation

Proposal to make an application to Four Winds Foundation for Kevlar backstops (behind the Damage target) and other safety equipment.

Decision Date: 10 Dec 2024

Mover: Katherine Watson

Seconder: Gordon Harris

Outcome: Approved



Four Winds Foundation Application

FARC to submit grant application to Four Winds Foundation for the following:

- Kevlar backstops
- Pigtail stands
- Safety Tape

For Outdoor Nationals 2025.

Board to ensure this has been completed.

Due Date: 31 Dec 2024

Owner: Katherine Watson

5.2 High Performance Committee

Janis Blake & Fleur Maggs provided feedback on the most recent World Archery Field event, advising that the experience overall was great and good exposure for the athletes. It is recommended that more athletes attend these types of events if possible.

Athletes have raised concerns regarding conflicting information received in obtaining WA Field selection scores.

The selection policy for international events is still to be uploaded on website.

The Athlete Council attended the Athlete Leaders Network Forum and proposed recommendations for the Board.

Further high performance discussions, submissions and clarifications have been deferred to the January Board meeting for more in-depth analysis.

6. Other Business

6.1 Shield from Gisborne

The Board have noted a recent Facebook post of a shield received by a Gisborne Archery Club member, which appeared to be labelled as an Archery New Zealand trophy. The quality of the trophy did not appear to be in keeping with standards the Board would expect.

There are no current guidelines regarding the donation of trophies under the Archery NZ banner, particularly around the quality of such. A number of clubs have taken initiative to create their own trophies in recent months, so the Board will refer back to the Organisational Meeting Committee regarding creating a policy for trophy donation.



Policy / Guidelines for trophy donations

Organisational Management Committee to create/update policies on trophy donations and/or trophy quality standards.

Due Date: 12 Jan 2025

Owner: Katherine Watson

7. Close Meeting

7.1 Close the meeting

Next meeting: Board Meeting (In Person) - 14 Jan 2025, 2:00 pm

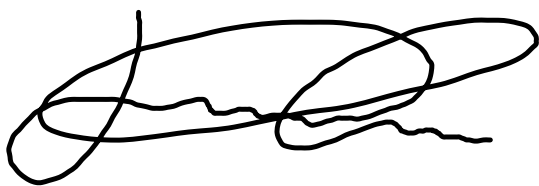
New Actions raised in this meeting

Item	Action Title	Owner(s)
4.1	AIMS Games 2026 - Board Support Due Date: 31 Dec 2024	Katherine Watson
4.1	AIMS Games 2026 - Archery Inclusion - Logistics Due Date: 13 Jan 2025	Katherine Watson, Murray Prowse
4.2	Update Constitution with member feedback Due Date: 13 Jan 2025	Katherine Watson, Melissa Soh- Newstead
5.1	Four Winds Foundation Application Due Date: 31 Dec 2024	Katherine Watson

Item	Action Title	Owner(s)
6.1	Policy / Guidelines for trophy donations Due Date: 12 Jan 2025	Katherine Watson



Katherine Watson
21 Jan 2025



Frasier Cho
14 Jan 2025